

Livingston County Land Bank Corporation
Board of Directors Meeting
May 27, 2021
Meeting Minutes

Members: WILLIAM FULLER, Real Property Tax Services; DANIEL L. PANGRAZIO, Livingston County Board of Supervisors; AMY DAVIES, Livingston County Treasurer; IAN COYLE, Livingston County Administrator.

Absent: ANGELA ELLIS, Deputy County Administrator & Land Bank Executive Director; SHANNON HILLIER, Livingston County Attorney; WILLIAM BACON, Economic Development

Staff: JOSEPH GUNTHER, Community Development Specialist; JOCELYN BISHOP, Senior Typist

**Agenda
Item**

Call to Order and Welcome

Chairman Pangrazio called the meeting to order at 1:30 p.m. and welcomed the group.

**Agenda
Item**

Approval of Minutes from April 22, 2021 and May 12, 2021

Chairman Pangrazio asked if there were any additions, corrections, or deletions to the April 22, 2021 or the May 12, 2021, Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

A motion to approve the April 22, 2021, meeting minutes was made by Mr. Fuller and seconded by Ms. Davies. The motion carried.

A motion to approve the May 12, 2021, meeting minutes was made by Mr. Coyle and seconded by Ms. Davies. The motion carried.

**Agenda
Item**

Treasurer's Report

Ms. Davies reported per the distributed document: The starting balance was \$99,660.88.

Total expenses were \$2,486.80. The Ending Balance equals \$97,174.08.

A motion to accept the Treasurer's Report was made by Mr. Fuller and seconded by Mr. Coyle.

The motion carried.

**Agenda
Item**

Properties

- a) **7 Grove St. – Mt. Morris**
 - i) **Embankment Cleanup Update**

Mr. Gunther reported that the cleanup is completed. Mr. Coyle did mention that a few days ago he seen some tree debris on the property. Mr. Gunther stated he would take a look. The adjacent property owner is still interested in purchasing the lot. They will be required to pay for any fees associated with transferring the title, not to exceed \$1,000.

b) 7283 Webster Crossing Rd. – Springwater

i) Habitat Update

Mr. Gunther reported that the home is ready to be closed on. Mr. Gunther reported that the project did come out at about \$2,000 under what was budgeted. With that, Gary is going to request that the land bank makes some payments that were not approved previously, not the exceed the amount that was budgeted.

c) 140 Lima Rd. – Geneseo

i) Co-Development Agreement

Mr. Gunther reported that the board has already approved, so no action is needed. Mr. Gunther reported that he is waiting on one final insurance document. Once Angela and Shannon approve, it will be good to sign. Following the signed agreement, Habitat will start the demo work.

ii) Sale to Habitat

Once the agreement is signed, the land bank will be donating the property to Habitat for \$1. A motion is needed to approve the donation of the property to Habitat for \$1.

A motion to approve the donation of the property to Habitat for \$1 was made by Ms. Davies and seconded by Mr. Coyle. The motion carried.

d) 1920 Buell Ave. K&K Stripping – Lima

i) Co-Development Agreement

Mr. Gunther updated the board. The Board of Supervisors approved a couple weeks ago. Mr. Gunther reported that there still is one or two more documents that have to be included as part of the package. A motion is needed to authorize a co-development agreement.

A motion to authorize a co-development agreement was made by Mr. Coyle and seconded by Mr. Fuller. The motion carried.

Mr. Gunther stated he is waiting on bid documents. It is expected that bid documents will be coming in next week or the following week. Mr. Gunther asked for a motion authorizing the publication of a bid package for the demolition of 1920 Buell Ave, subject to the review of the County Attorney and the Executive Director.

A motion to authorize the publication of a big package was made by Mr. Fuller and seconded by Ms. Davies. The motion carried.

Mr. Gunther reported that he did have a conversation with TY Lin. TY Lin is concerned with some of the environmental factors with the Department of Conservation. TY Lin recommended dealing with an environmental firm as a provider to assist them with the development of the bid package. Mr. Gunther is waiting on a fee schedule.

Other Business

a) 300 Leicester St. – Caledonia

Chairman Pangrazio stated that he gave Mr. Gunther the property owners name, James Duerr. He is out

of Canandaigua. There is no known phone number. Chairman Pangrazio wanted a letter to be sent to the owner to inquire about possible acquisition.

b) 465 Leicester Rd. - Caledonia

Ms. Davies stated that the property is on the foreclosure list. It is believed that this property has some potential. Chairman Pangrazio stated that this property is not in a bad shape. Chairman Pangrazio stated that he believes it would be a good rehab opportunity.

c) 2808 James Doyle Dr.-Caledonia

Chairman Pangrazio mentioned this property. The owners are Mr. Potter and his wife. Mr. Pangrazio is going to look more into the property and see if it is the property he is thinking of. If so, he believes it will be a good property for the land bank to look into acquiring.

It was stated by mid-July a final signed list of the properties that will be foreclosed on will be out.

Agenda Item	Next Meeting
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Chairman Pangrazio announced that the next meeting is scheduled for Thursday June 24, 2021, at 1:30 p.m. in Room 205/208 at the Livingston County Government Center.

Agenda Item	Adjournment
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Chairman Pangrazio asked if there was a motion to adjourn.

A motion to adjourn was made by Mr. Coyle and seconded by Mr. Fuller.

The motion carried.

Chairman Pangrazio adjourned the meeting at 1:53 p.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Jocelyn Bishop, Senior Typist.